

CLASSIFICATION SPECIFICATION FOR: EQUIPMENT MECHANIC

Class specifications are intended to present a descriptive list of the range of typical duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job, and all duties described are not necessarily performed by all employees in the class.

POSITION SUMMARY

Under direction, to perform semi-skilled and skilled work in the maintenance and repair of a variety of equipment. These include passenger cars, police vehicles, trucks, construction equipment and related unit, including servicing of diesel-powered equipment. Incumbent will provide technical assistance and technical work direction as necessary to other personnel assigned to the shop. Work may required shift assignments and protracted hours for emergency circumstances.

DISTINGUISHING CHARACTERISTICS

The Equipment Mechanic is distinguished from other maintenance-oriented classes through the specialized knowledge, skills and training required for the performance of journey-level maintenance work.

ESSENTIAL FUNCTIONS STATEMENTS Essential responsibilities and duties may include, but are not limited to, the following:

1. Performs a wide variety of servicing, maintenance and repair work involving all mechanical components, parts and accessories. This includes overhaul and rebuilding of components, rewiring and installation of specialized safety equipment in police vehicles.
2. Use a variety of diagnostic equipment to determine sources of problems and to ensure proper adjustment and operation of ignition charge, carburetor, and other systems.
3. Established service priorities within established guidelines.
4. Operates welding equipment in making repairs and in fabricating special parts and tools.
5. Road tests and otherwise checks vehicles for proper operation and for detecting the source of problems.
6. Makes emergency road service calls.
7. Maintains repair record by equipment number, maintains an inventory of shop supplies and parts, and locates and orders non-stock parts.
8. Maintains and repairs shop equipment and cleans shop area.
9. Provide input on vehicle specifications and on the purchase of shop tools and equipment.
10. Performs related duties and responsibilities as required.

REQUIRED EDUCATION, EXPERIENCE AND TRAINING Any combination of experience and training that would likely provide the required knowledge, skills and abilities is qualifying.

- Completion of the twelfth grade or equivalent.
- Three years of experience as a journey mechanic, including the maintenance of diesel engines and heavy equipment. OR
- Additional qualifying education and two years of the desired experience.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Current procedures, tools and equipment used in the maintenance of automotive and heavy equipment.
- Basic principles of diesel engines.
- Methods and techniques of troubleshooting and diagnosing equipment.
- Standard safety work practices.

Ability to:

- Accurately diagnose and repair malfunction vehicle/equipment in a wide variety of mechanical components.
- Exercise initiative and judgement in the performance of work.
- Perform moderate physical labor.
- Work independently
- Understand and follow oral and written instructions
- Maintain effective working relationships with other Town personnel, suppliers and contractors.
- Lift a minimum of 60 pounds.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Possession of a current valid California Class B driver's license.

Each of these essential tasks must be performed individually and unassisted by other persons, since this class of employment requires an ability to work alone

DESIRED KNOWLEDGE, SKILLS, AND ABILITIES

- State issue smog, light, and similar vehicle maintenance certificates.

PHYSICAL DEMANDS

Employees must be able to maintain physical condition necessary for sitting, walking, and standing for extended periods of time; stooping, crawling, crouching; heavy, moderate or light lifting; operate motorized equipment and vehicles; maintain concentration and the capability to make sound decisions; maintain effective audio/visual discrimination and perception to the degree necessary for the successful completion of assigned duties.

WORK ENVIRONMENT

Shop environment; exposure to noise, dust, grease, smoke, fumes, and gases.

FLSA: Non-exempt

PROPERTY INTEREST:

This classification is represented by the AFSCME Local 101.

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